

Present: Cllr's P Olko (Chair), PD Thomas, A McDonald, G Woodward, S Bishop, four members of the Public and the Clerk were in attendance.

1 Apologies for Absence: Cllr's B Wortley, R Madden and A Cope

2 Declarations of Personal & Prejudicial Interest: None

3 Public Questions:

- 3.1 A resident of Stone Church View has asked when the tree maintenance work will be taking place in the Cemetery. Nott's CC has recently been commissioned to carry out a full survey/audit of all the trees that the Parish Council has responsibility and produce a report and quote for any essential maintenance work required. (See 6.2 below)
- 3.2 A resident of Byron Road has reported rubbish and broken fencing around one of the allotments to the rear of Byron Road and also rubbish being dumped on the land to the rear of number 9 Byron Road. The resident has requested that the Parish Council support the removal of the rubbish by providing a skip and also arrange to have the fencing repaired. Cllr P Olko agreed to look for funding opportunities for a Community litter pick together with the provision of a skip. It was agreed that the vacant allotment plot to the rear of Byron Road would be taken on by Dean Severn. Due to the poor condition of the plot the Parish Council agreed to waive the allotment rent for one year (2014/15). Dean Severn agreed to sign a one year tenancy agreement for the plot and pay the appropriate allotment rent for subsequent years.
- 3.3 A resident asked if the Parish Council would investigate if any local bus companies would be prepared to provide a community bus service for residents who are unable to use the normal bus service. Cllr A McDonald agreed to make enquires and report back at a future meeting.
- 4 To accept the minutes of the meeting held on 3rd March 2014:** Minutes of the meeting were accepted as a true record of the meeting and signed by the Chair Cllr P Olko.

5 Matters Arising:

- 5.1 New road name signage for Byron and Moseley Road. Request to be made to the relevant Authority.
- 5.2 Plans and records for Cemetery areas B and C to be prepared to the same standard as area A. Outline plans for Cemetery areas B and C, based on the information currently held, have now been produced. It was agreed that the Clerk should now continue to review the current Cemetery records and update the plan with any burial information available. The old archive records would then be reviewed to add any further burial information. The plan and burial information would then be physically checked to the actual Cemetery.
- 5.3 Meeting to be arranged during April 2014, with John Saint (Caretaker), to review all Statutory Compliance testing procedures and records. It was agreed that at this meeting an appraisal of the Caretakers performance against his current job description should also be performed.

6 Chair's Urgent Items

- 6.1 Cllr P Olko reported that RCAN were looking to site a wind turbine in Country Park.
- 6.2 Cllr P Olko reported that no information had been received from Nott's CC regarding the tree survey/audit. It was therefore agreed that two quotes should be obtained from a qualified and fully insured tree surgeon for the removal of the damaged tree in the Cemetery.
- 6.3 Quotes for the repair and/or replacement of the Play Area surface have been received. Due to the significant cost it was agreed to not proceed until after the annual inspection of the Play Area in May 2014. Cllr P Olko also agreed to make enquiries with ADC regarding any S106 funding available for this project.
- 6.4 Cllr P Olko confirmed that no further information had been received from Nott's CC regarding the proposed Skate Park. Cllr P Olko agreed to follow this up with Nott's CC.
- 6.5 The "out of hours" Parish Council contacts for the alarm company (AIS) were agreed - 1) J Saint, 2) Cllr PD Thomas, 3) Cllr S Bishop, 4) Cllr P Olko. It was also agreed that Fire Alarm monitoring would also be performed by the alarm company (AIS) and that the CCTV would be extended to include the inside of the Hall. Cllr P Olko agreed to inform the alarm company (AIS).

7 Members Items

- 7.1 Cllr S Bishop reported that the web site enhancements were progressing well.
- 7.2 Cllr S Bishop suggested that the Parish Council should be more proactive in the prevention of criminal and social behaviour issues, particularly around the access points to the Country Park. This could include improvements in "warning" signage and security improvements.
- 7.3 Cllr S Bishop proposed that residents of Felley should be invited to have a greater involvement in the Parish Council. It was agreed that this should be achieved through personal contact by the Parish Councillors.
- 7.4 Cllr A McDonald asked if anyone had any information on the two new planters that had been located in the village. The general opinion was that Nott's CC had provided the planters, therefore it was agreed that Nott's CC would be contacted to establish who will be responsible for the on-going maintenance, who decided on the location and if any further planters were available.
- 7.5 It was agreed that two quotes should be obtained to trim the shrubbery around the Recreation Road allotment pathways. It is essential that any proposed contractors provide a copy of their current Public Liability insurance.

8 Youth Club

8.1 The Youth Club continues to be successful and well attended.

9 Cemetery

9.1 None

10 Parish Hall

10.1 Hall bookings were reviewed and agreed.

11 Parish Plan Review

11.1 The Parish Plan is now published on the Parish Council website.

12 Report of External Meetings

12.1 None

13 Planning Applications

13.1 V/2014/0117 - 17th March 2014 - Former Sub-station, Annesley Cutting - Detached Garage. No comments/observations.

14 Correspondence requiring attention and outstanding replies list.

14.1 None

15 Finance Statement and accounts for payment

The Clerk presented the monthly financial statements.

15.1 Payments approved were as follows:

<u>Date</u>	<u>Payee</u>	<u>Cheque No.</u>	<u>Value</u>	<u>Description</u>
03-Mar-14	P Olko	100372	37.61	Telephone, travel and sundry expenses
04-Mar-14	A&F PC Youth Club	DC	443.10	Repayment of cash expenditure on Allotment Project
04-Mar-14	Tesco Stores Ltd	DC	6.90	Postage stamps
17-Mar-14	British Telecom	DD	36.00	Broad band charges
05-Apr-14	Two Little Fishes	DD	35.00	Web site maintenance
20-Apr-14	Ashfield DC	DD	13.36	Hall - business rates
20-Apr-14	Ashfield DC	DD	48.00	Cemetery - business rates
14-Apr-14	E-ON Ltd	DD	192.94	Hall - gas bill
16-Apr-14	E-ON Ltd	DD	164.47	Hall - electric bill
07-Apr-14	A&F PC	100099	54.25	Two cheques paid in YC account in error
07-Apr-14	Ashfield District Council	100373	400.00	Trade waste removal 2014/15
07-Apr-14	Two Little Fishes	100374	300.00	1 st payment for web site enhancements
07-Apr-14	J Saint	100375	212.33	Salary
07-Apr-14	Clarkes Cemetery Services	100376	710.00	Contract payment
07-Apr-14	HMRC	100377	402.57	National Insurance & PAYE
07-Apr-14	J Barlow	100378	1,048.08	Salary and Admin Costs
Total Payment value			£4,104.61	

15.2 Confirmation has now been received from Barclays Bank that they will continue to offer “free banking” for the 2014/15 financial year.

15.3 Barclays Bank documentation was approved to allow the Parish Council and Youth Club to utilise full electronic banking facilities.

15.4 Mrs Anita Barnsley will again be appointed as Internal Auditor for the 2013/14 financial year end.

15.5 2014/15 Budget has now been updated, resulting in a break even position, and was approved.

15.6 The Youth Club petty cash float was reconciled, as part of the 2013/14 financial close process, and approved by Cllr S Bishop.

15.7 It was agreed that due to satisfactory performance during the year the Clerks salary scale would be amended to NJC scale 5, SCP 24, with immediate effect.

16 Statutory Compliance Checks

16.1 Children’s Play Area - None

16.2 Parish Hall – Cllr P Olko reported that all statutory compliance checks had now been completed.

The meeting closed at 9.00pm. The next Parish Council meeting will be held on Monday 5th May 2014 at the Parish Hall, Annesley commencing at 6.00pm. The Annual Parish meeting and the Annual General meeting will also take place on this date.

Signed.....Date.....
Chair of Annesley and Felley Parish Council